



FINDING AID

EDGAR ALLAN POE NATIONAL HISTORIC SITE RECORDS 1929-2010(bulk dates:)

Prepared by
History Associates Incorporated

National Park Service

Catalog Number: INDE 77170

TABLE OF CONTENTS

Copyright and Restrictions	ii
History	1
Scope and Content	2
Hierarchy	4
Series Descriptions	6
Container List	12

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HISTORY

The Edgar Allan Poe National Historic Site is located in Philadelphia, Pennsylvania, and is administered by the Independence National Historical Park. The site incorporates the home Poe rented in early 1843 in which he, his wife, and mother-in-law resided for a year before his move to New York City. Poe was already very well known as a literary critic and author at the time he lived in Philadelphia; it is believed that it was while in residence at this house that Poe penned *The Black Cat* and published the *Murders in the Rue Morgue* in *Graham's Magazine*. The historic site encompasses the house as well as two adjoining buildings that were built after Poe's residence in Philadelphia. Today the latter two buildings house a visitor's center, reading room and exhibit space.

Poe lived in several homes while a resident of Philadelphia but the house at this site is the only one that remains. In 1933 the property was purchased by Colonel Richard C. Gimbel, a leading rare book authority who was an avid collector of Poe manuscripts and memorabilia. At that time the site included a row house built in 1845 that was attached to the Poe House, and a number of other structures which Gimbel tore down. Gimbel created a museum where he could display his extensive collection of Poe's literary works, and along with his curator, Anthony Frayne, filled the house with carefully chosen period furniture. The museum was opened to the public twice a year, on the anniversaries of Poe's birth and death.

In 1962 the National Park Service declared the Poe House a Registered National Historic Landmark. In 1966, The Richard C. Gimbel Foundation purchased two vacant lots on either side of the two buildings; in 1971, after the death of Colonel Gimbel, the houses and adjoining land were donated to the City of Philadelphia. The city appointed the Free Library of Philadelphia as administrator of the Poe House complex; it was during their administration that many of the reconstruction projects on the house and site were planned and initiated. Mr. Frayne and his wife remained as curator and caretaker of the property.

The Edgar Allan Poe National Historic Site was authorized by Congress to become part of the National Park Service system on November 10, 1978, opening to the public in 1980. It is located at 530-532 North Seventh St., Philadelphia, Pennsylvania.

SCOPE AND CONTENT

EDGAR ALLAN POE NATIONAL HISTORIC SITE RECORDS 1929-2010 (bulk dates:)

CATALOG NUMBER INDE 77170

VOLUME [Count] [Extent]13 [Type of Unit]LF

DESCRIPTION

The Edgar Allan Poe National Historic Site Records are the working files and historical background materials for the Edgar Allan Poe National Historic Site. The site is located in Philadelphia, Pennsylvania, and is administered by Independence National Historical Park. The materials were generated by park personnel and visitors. The collection also includes photocopied material collected by the National Park Service that relate to the organizations that were previously responsible for the site's management.

The materials in this collection include one blueprint and several street plans; correspondence; black and white and color photographs, slides and negatives; photocopies of newspaper clippings; photocopies of deeds and other legal documents; exhibit materials on colored construction paper; pins and badges; brochures and pamphlets; handwritten notes and memoranda; published hard and soft cover Teacher's Handbooks; historic resource studies; audiovisual material (VHS and 8mm film formats); 5 1/4" and 3 1/2" floppy discs; and oversize materials. There is one artifact, in the form of a newspaper remnant dated 1875.

The records span the period 1929-2010. With the exception of the historical background materials, the collection covers the years 1978-2010 and relates to the activities of the site's educational and special programs for children and adults, and the reconstruction and restoration activities undertaken by the National Park Service after it acquired the property in 1978. The collection also includes curricular materials for children's programs and files detailing the many park-wide

events that revolved around the life and work of Edgar Allan Poe.

The earlier background files concern the history of the Poe House prior to and including the early management of the National Park Service. These files include photocopies of newspaper clippings about the house, Richard C. Gimbel, and the Frayne family, as well as photographs and reports on restoration activities and renovations to the interior and exterior of the site that were initiated by the Free Library of Philadelphia and continued by the National Park Service.

ORGANIZATION

[Organization]Organized into six Series: Series I: Administrative Files; Series II: Program Files; Series III: Interpretation Files; Series IV: Research Files; Series V: Publications; and Series VI: Photographs and Audiovisual Materials. [Arrangement]

PROVENANCE

RESTRICTIONS

NO

*ASSOCIATED
MATERIALS*

Construction Project Records, 1916, 1925-1989 (bulk dates 1955-1980). Prepared by Caris Brown and Rachel Ban; History Associates Incorporated, June 2006. Catalog Number: 74046.

HIERARCHY

I. SERIES 1: ADMINISTRATIVE FILES, 1929-2008, undated

A. SUBSERIES A: ADMINISTRATIVE HISTORY RECORDS, 1929-2001, undated

1. SUB-SUBSERIES 1: HOUSE HISTORY, 1929-1999
2. SUB-SUBSERIES 2: THE FREE LIBRARY OF PHILADELPHIA, 1971-1980
3. SUB-SUBSERIES 3: NATIONAL PARK SERVICE, 1978-2001
4. SUB-SUBSERIES 4: PHOTOGRAPHS, 1972-1988

B. SUBSERIES B: POE HOUSE RECORDS, 1978-2008, undated

1. SUB-SUBSERIES 1: GENERAL ADMINISTRATIVE FILES, 1978-2008, undated
2. SUB-SUBSERIES 2: FACILITY PLANNING AND SAFETY FILES, 1978-2004, undated
3. SUB-SUBSERIES 3: CORRESPONDENCE, 1978-2005

II. SERIES II: PROGRAM FILES, 1981-2010, undated

A. SUBSERIES A: CHILDREN'S PROGRAMS, 1981-2010, undated

1. SUB-SUBSERIES 1: EXHIBIT FILES, 1983-1985, undated
2. SUB-SUBSERIES 2: JUNIOR RANGER PROGRAM, 1983-2010, undated
3. SUB-SUBSERIES 3: TEACHING AIDS, 1981-1998, undated
4. SUB-SUBSERIES 4: SUMMER MAGAZINE CLUB, 1981-1997, undated

B. SUBSERIES B: SPECIAL PROGRAMS, 1980-2004, undated

III. SERIES III: INTERPRETATION FILES, 1980-2002, undated

IV. SERIES IV: RESEARCH FILES, 1938-1959, 1972-2008

A. SUBSERIES A: RESEARCH MATERIAL, 1949-2008

B. SUBSERIES B: HISTORIC RESOURCE STUDIES, 1981-2005

V. SERIES V: PUBLICATIONS, 1980-2008, undated

VI. SERIES VI: PHOTOGRAPHS AND AUDIOVISUAL MATERIALS, 1962-2005, undated

A. SUBSERIES A: PHOTOGRAPHS AND SLIDES, 1962-2005, undated

B. SUBSERIES B: AUDIOVISUAL MATERIALS, 1988-2005

SERIES DESCRIPTIONS

I. SERIES 1: ADMINISTRATIVE FILES, 1929-2008, undated

Series I is organized into two subseries, Subseries A: Administrative History Records, 1929-2010, undated, undated, and Subseries B: Poe House Records, 1970-2008, undated.

The series contains both historical materials and evidence of the day-to-day administration of the site. There is some overlap in the dates and material because Subseries A is an artificial grouping created by the National Park Service for the purpose of documenting the history of the site. The materials include photocopied legal documents, such as deeds and titles; a blueprint and several street plans; correspondence; reports; press clippings; and photographs. There is one artifact, a newspaper clipping dated 1875.

A. SUBSERIES A: ADMINISTRATIVE HISTORY RECORDS, 1929-2001, undated

Organized into four sub-subseries: Sub-subseries 1: The Free Library of Philadelphia, 1971-1980; Sub-subseries 2: House History, 1929-1999; Sub-subseries 3: National Park Service, 1978-2001 (1978-2001), undated; and Sub-subseries 4: Photographs, 1971-1988.

These records document the three distinct historical eras of the Poe House stewardship: The Richard C. Gimbel Foundation for Literary Research, (1933-1971); The City of Philadelphia/Free Library of Philadelphia, (1971-1978); and the National Park Service (1978-2001). The records consist of planning reports, press releases, a blueprint, street plans, audiovisual material, and correspondence and memoranda related to park management. It also includes background information on the Gimbel and Frayne families, press clippings, photocopies of titles, deeds and notices, and a copy of the Land Acquisition Plan for the Poe site. An admission ticket for the museum dated 1934 and a 1963 notification letter announcing that the Poe House had achieved National Historic Landmark status are among the few original items from the records of the pre- National Park Service administrations. Included are files from Mary Reinhart, who as Chief, Interpretive Support Services, had a major role in coordinating the ongoing restoration and rehabilitation of the site during the early years of National Park Service management.

1. SUB-SUBSERIES 1: HOUSE HISTORY, 1929-1999

Arranged alphabetically by subject, and thereunder chronologically

This sub-subseries includes press clippings about the Gimbel and Frayne families; photocopies of land documents; notes on the initial start-up plans for the Edgar Allan Poe National Historic Site from Mary Jenkins, the first NPS site supervisor; and an original admission ticket from 1934.

2. *SUB-SUBSERIES 2: THE FREE LIBRARY OF PHILADELPHIA, 1971-1980*

Arranged chronologically

This sub-subseries contains photocopies of correspondence relating to the Free Library of Philadelphia's administration of the Edgar Allan Poe site, including architectural reports and press clippings about David Caccia, the artist commissioned to create the site's Raven sculpture.

3. *SUB-SUBSERIES 3: NATIONAL PARK SERVICE, 1978-2001*

Arranged alphabetically by subject, and thereunder chronologically.

This sub-subseries includes archeological and architectural reports, in particular several drafts of the Historic Structures Report; a blueprint, drafts and notes on the Interim Interpretive Plan; exhibit plans; paint and wallpaper analyses; and documents related to the designations of the site as 1) a National Literary Landmark by the Literary Landmarks Association, and 2) a National Historic Site by the National Park Service.

4. *SUB-SUBSERIES 4: PHOTOGRAPHS, 1972-1988*

Arranged alphabetically by subject, and thereunder chronologically.

The images in this sub-subseries document dedication ceremonies in 1981 and 1988, and interior and exterior views of the Poe House before restoration.

B. *SUBSERIES B: POE HOUSE RECORDS, 1978-2008, undated*

Organized into three sub-subseries: Sub-subseries 1: General Administrative Files; Sub-subseries 2: Facility Planning and Safety Files; and Sub-subseries 3: Correspondence.

This series reflects the day-to-day operation of the site, including memoranda related to park events and programs; correspondence with other agencies and individuals; materials related to maintenance problems; proposals for site improvements such as landscaping and accessibility projects; and employee and visitor safety issues. Some of the proposals are for historic reconstruction, such as landscape restoration, while others are related to the rehabilitation of the structure and surrounding areas.

1. *SUB-SUBSERIES 1: GENERAL ADMINISTRATIVE FILES, 1978-2008, undated*

Arranged alphabetically by subject, and thereunder chronologically.

Included in this sub-subseries are annual narratives, program evaluations, "Week in Review" files, and reports and plans for the restoration and future use of the site and its resources.

2. *SUB-SUBSERIES 2: FACILITY PLANNING AND SAFETY FILES, 1978-2004, undated*

Arranged alphabetically by subject, and thereunder chronologically.

This sub-subseries contains files related to maintenance and security reports; landscape and HVAC projects; standard operating procedures; and reports on the rehabilitation of the Poe House.

3. *SUB-SUBSERIES 3: CORRESPONDENCE, 1978-2005*

Arranged alphabetically by subject, and thereunder chronologically.

This sub-subseries contains correspondence files of Kathleen Dilonardo, in her capacity as Chief, Interpretation and Visitors Services, John Stoudt, School Program Coordinator, and general correspondence of park rangers concerning publicity, safety and maintenance.

II. *SERIES II: PROGRAM FILES, 1981-2010, undated*

The series is organized into two subseries: Subseries A: Children's Programs, 1981-2010, undated; and Subseries B: Special Programs, 1980-2004, undated.

This series documents the goals and mission of the site: to educate the public on the life and times of Edgar Allan Poe and to use his residence as a way of celebrating Philadelphia and the arts. The materials in this series include Program Data Base files, curricular materials, children's publications, reference material, and brochures.

A. *SUBSERIES A: CHILDREN'S PROGRAMS, 1981-2010, undated*

This subseries is organized into four sub-subseries: Sub-subseries 1: Exhibit Files, 1983-1985, undated; Sub-subseries 2: Junior Ranger Program, 1982-2010, undated; Sub-subseries 3: Teaching Aids, 1981-1998, undated; and Sub-subseries 4: Summer Magazine Club, 1981-1997, undated.

Children's programs are a primary focus the site. Documented activities include on- and off-site school programs, the Junior Ranger Program activities, and the Summer Magazine Club. Also included are teaching materials, exhibits, and publications produced by children.

The exhibit files document some of the children's activities held at the park, while the teaching aids reflect the curricular materials that formed the basis of many of these programs. The Junior Ranger activities are multi-disciplinary, incorporating art and writing with the history and stories of Edgar Allan Poe. The material in this subseries includes Program Data Base files, general correspondence, program guides, and

activities. The Summer Magazine Club was an educational program held at the Poe House for several weekly sessions during the summer. The culmination of each summer's program was the publication of a magazine, containing the art and writings of the participants. This subseries includes copies of these magazines as well as program files.

1. *SUB-SUBSERIES 1: EXHIBIT FILES, 1983-1985, undated*

Arranged chronologically.

This sub-subseries documents the exhibits created in conjunction with some of the children's programs, including examples of displays, signs, and content.

2. *SUB-SUBSERIES 2: JUNIOR RANGER PROGRAM, 1983-2010, undated*

Arranged alphabetically by subject, and thereunder chronologically.

Files in this sub-subseries detail the extensive activities of the Junior Ranger Program. Included are program descriptions and reports; teaching aids and handouts; Junior Ranger guides and booklets; and materials related to ceremonies and prizes.

3. *SUB-SUBSERIES 3: TEACHING AIDS, 1981-1998, undated*

Arranged alphabetically by subject, and thereunder chronologically.

This sub-subseries contains curricular materials for the many children's programs held at the park and in neighborhood schools. The material includes lesson plans; handouts; field trip packets; school program planning and evaluations; and a Teacher's Guide and other site brochures.

4. *SUB-SUBSERIES 4: SUMMER MAGAZINE CLUB, 1981-1997, undated*

Arranged chronologically.

Included in this sub-subseries are program files, schedules, worksheets, photographs, and magazines created by the participants.

B. *SUBSERIES B: SPECIAL PROGRAMS, 1980-2004, undated*

Arranged alphabetically by program title, and thereunder chronologically.

Many of the programs held at the Poe House were tied to events in Poe's life or to his writing. These programs were open to visitors of any age interested in participating. This subseries contains materials from these programs as well as files related to National Park Week, National Poetry Month, Black History Month, and Women's History Week. The subseries includes Program Data Base files, photographs, press releases, photocopies of newspaper clippings, and program evaluation files.

III. *SERIES III: INTERPRETATION FILES, 1980-2002, undated*

Arranged by alphabetically by title, and thereunder chronologically.

Throughout the year the visitor's center mounted exhibits that pertained to Poe's life and work in addition to related topics that touched on life in Philadelphia. This series contains Program Data Base files, press releases, staff memoranda, background materials, and exhibit signage.

IV. *SERIES IV: RESEARCH FILES, 1938-1959, 1972-2008*

Organized into two subseries: Subseries A: House Material, 1938-2008; and Subseries B: Historic Resource Studies, 1981-2005.

This series contains background material used for several purposes at the Poe House. It includes reference material for educational programs; photocopies of press clippings on the history of the site; photocopies and facsimile prints of Poe's articles and poems; pamphlets from sources other than the National Park Service; copies of research proposals and reports; and photocopies of files on the history of the Poe House prior to National Park Service administration.

A. *SUBSERIES A: RESEARCH MATERIAL, 1949-2008*

Arranged alphabetically by subject, and thereunder chronologically.

This subseries contains materials used as resources for educational programs, including catalogs for reproduction clothing, bibliographic material, and photocopies of 19th century sheet music. Additional background materials on the Poe House include press clippings, newspaper supplements on special programs, and publications from sources other than the National Park Service. Of note is a 1949 commemorative first day of issue envelope and stamp celebrating Poe and the Poe House.

B. *SUBSERIES B: HISTORIC RESOURCE STUDIES, 1981-2005*

Arranged alphabetically by report title.

This subseries contains research studies used in program planning and reconstruction activities. A majority of the material are drafts of the Historic Structures Report, which was commissioned to research the historical background of the Poe House site and offer recommendations for its restoration. These materials contain the preliminary outlines, commentary, and drafts of the historical and architectural research concerning restoration issues; site plans; and architects' analyses. The historical data section provides a house chronology.

V. *SERIES V: PUBLICATIONS, 1980-2008, undated*

Arranged alphabetically by title, and thereunder chronologically.

Included in this series are the working files and copies of the Edgar Allan Poe National Historic Site Teacher's Handbook, in hardbound and softbound editions, and The Four Faces of Poe Teacher's Handbook. These publications were an outgrowth of programs initiated at the park. There are also site brochures and newsletters.

VI. SERIES VI: PHOTOGRAPHS AND AUDIOVISUAL MATERIALS, 1962-2005, undated

The series is organized into two subseries: Subseries A: Photographs and Slides, 1962-2005, undated; and Subseries B: Audiovisual Materials, 1988-2005, undated.

The series is composed of color and black and white photographs, negatives, and slides; VHS tapes; and 8mm color film. There are also documents and correspondence related to the conversion of slides to video; audiovisual guides; and lists of the audio and video tapes available on site for programming use and for sale.

A. SUBSERIES A: PHOTOGRAPHS AND SLIDES, 1962-2005, undated

Arranged chronologically.

The photographs and slides document the many programs held at the park, in particular Junior Ranger activities, as well as exhibits and special programs. Also included are interior and exterior views of the Poe House photographed by the architects involved with the restoration of the site. Formats include color and black and white photographs, negatives, and slides.

B. SUBSERIES B: AUDIOVISUAL MATERIALS, 1988-2005

Arranged chronologically.

This subseries includes two VHS recordings of poetry readings; four 8mm color films; documents concerning the conversion of slides to video; and lists of audio and video tapes available at the site.

CONTAINER LIST

INDEPENDENCE NATIONAL HISTORICAL PARK

EDGAR ALLAN POE NATIONAL HISTORIC SITE - CONTAINER LIST

SERIES I: Administrative Files, 1929-2008, undated

SUBSERIES A: Administrative History Records, 1929-2001

SUB-SUBSERIES 1: House History, 1929-1999, undated

Box 1

Folder 1: Admission for "The Rose Covered Cottage of Edgar Allan Poe," 1934

Folder 2: Frayne Family, 1936-1984

Folder 3: Gimbel Family, 1930-1983

Folder 4: Gimbel Foundation Stationary, undated

Folder 5: Hardware List, 1979-1983

Folder 6: National Historic Landmark Notification, January 4, 1983

Folder 7: Notes: Start-up of EAPNHS by Mary Jenkins, First Site Supervisor, 1980

Folder 8: Notes: Start-up of EAPNHS by Mary Jenkins, First Site Supervisor,
1981-1982

Folder 9: Publications and Clippings, 1929-1978

Folder 10: Publications and Clippings, 1929-1999

Folder 11: Title, Deed, Federal Notice Photocopies, 1935, 1966, 1980

SUB-SUBSERIES 2: The Free Library of Philadelphia, 1971-1980

Folder 12: Documents Related to the Administrative History of Poe House,
1970-1971

Folder 13: Correspondence, 1971-1972

Folder 14: Correspondence, 1973

Folder 15: Architectural Report by John Lloyd, October 1973

Folder 16: Correspondence, 1974

Folder 17: Correspondence, 1975

Folder 18: Correspondence, 1976

Folder 19: Correspondence, 1977

Folder 20: Correspondence, 1978-1980

Folder 21: David Caccia, Raven Sculpture, 1979

SUB-SUBSERIES 3: National Park Service, 1978-2001, undated

- Folder 22: Archeological Mitigation Report by David Orr and Douglas V. Campana, December 7, 1987
Folder 23: Archeology Memoranda, 1983-1999
Folder 24: Architect Penny Batcheler Correspondence, 1987-1988
Folder 25: Architect William. D. Brookover Correspondence, 1984-1988
Folder 26: Architect Alvin Holm Correspondence, 1981-1982
Folder 27: Blueprint for 530 North 7th Street, undated
Folder 28: Comparative Microscopic Paint and Color Analysis Report by John Welsh, 1984
Folder 29: Dedication Ceremony: National Historic Site, June 18, 1981
Folder 30: Dedication Ceremony: National Literary Landmark, July 31, 1988 [1 of 2]
Folder 31: Dedication Ceremony: National Literary Landmark, July 31, 1988 [2 of 2]

Box 2

- Folder 1: Field Trip Report by Henry Magaziner, Architect, January 8, 1979
Folder 2: Floor Plans, 1985
Folder 3: Historic Structures Report by Alvin Holm, 1982 [1 of 2]
Folder 4: Historic Structures Report by Alvin Holm, 1982 [2 of 2]
Folder 5: Historic Structures Report annotated by Mary Jenkins, 1982 [1 of 2]
Folder 6: Historic Structures Report annotated by Mary Jenkins, 1982 [2 of 2]
Folder 7: Historic Structures Report Memoranda, 1980-1983
Folder 8: Interim Interpretive Plan for Edgar Allan Poe NHS, July 11, 1980
Folder 9: Interim Interpretive Prospectus, 2nd Draft, 1979
Folder 10: Interim Interpretive Prospectus, 3rd Draft, 1979
Folder 11: Interim Interpretive Prospectus, Marked Draft, 1979
Folder 12: Interpretive Prospectus Meeting Notes, December 12, 1978:
Folder 13: Landscaping, 1982-1990
Folder 14: Main Exhibit Meeting Notes, 1980
Folder 15: Main Exhibit Plans, 1980
Folder 16: Mantle Drawings, First, Second and Third Floors, 1988
Folder 17: Microscopic Analysis Report by Frank Welsh, July 25, 1985
Folder 18: Moisture Problems Reports by Bernard Goodman, March 2, 1984
Folder 19: Moisture Readings Report at EDAL by Larry Klock, November 8, 1983
Folder 20: Paint Analysis Project, 1981-1987
Folder 21: Program Planning, 1981-1989
Folder 22: Reading Room Exhibits, 1980-2001
Folder 23: Structural Inspection Memoranda, 1985-1987

Box 3

- Folder 1: Historic Resource Study: Edgar Allan Poe, "The Years in Philadelphia,

- 1838-1844, 1981 (1 of 3)
Folder 2: Historic Resource Study: Edgar Allan Poe, "The Years in Philadelphia, 1838-1844, 1981 (2 of 3)
Folder 3: Historic Resource Study: Edgar Allan Poe, "The Years in Philadelphia, 1838-1844, 1981 (3 of 3)
Folder 4: Wallpaper Analysis Project, 1981-1989
Folder 5: Wallpaper Research, Mary Reinhart, 1987
Folder 6: Waterproofing Exterior Walls Project, May 29, 1984
Folder 7: Welsh Studies Chronology by Mary Reinhart, 1987
Folder 8: Work Files, Mary Reinhart, 1982-1984
Folder 9: Work Files, Mary Reinhart, 1985-1986
Folder 10: Work Files, Mary Reinhart, 1987-1989

SUB-SUBSERIES 4: Photographs, 1972-1988

- Folder 11: Dedication Ceremonies at Edgar Allan Poe NHS, June 18, 1981
Folder 12: Dedication of National Literary Landmark, July 31, 1988
Folder 13: House Exterior by Photographer F. Merrick, August 2, 1976
Folder 14: House Interior by Photographer F. Merrick, August 2, 1976
Folder 15: Poe House Interior and Exterior, February 13, 1984
Folder 16: Poe House Interior before City Restoration, 1972
Folder 17: Research Locations Marked by Alvin Holm, AIA, 1981-1984
Folder 18: Wallpaper Remnants by Loretta Schmidt, 1985

SUBSERIES B: Poe House Records, 1978-2008, undated

SUB-SUBSERIES 1: General Administrative Files, 1978-2008, undated

Box 4

- Folder 1: Activity Report for Drug Enforcement Operations, 1992
Folder 2: Annual Narratives for Visitor Services Activities, 1981-1986
Folder 3: Annual Narratives for Visitor Services Activities, 1987-1992
Folder 4: Annual Narratives for Visitor Services Activities, 1993-1994
Folder 5: Annual Narratives for Visitor Services Activities, 1995-2001
Folder 6: Acting Supervisor Weekly Reports, June 13, 1992-June 19, 1993
Folder 7: Anti-Drug Programs at Edgar Allan Poe NHS, 1990-1991
Folder 8: Friends of Poe, 2003-2005
Folder 9: Interim Interpretive Plan for Edgar Allan Poe Historic Site, 1978-1980
Folder 10: Land Acquisition Plan, September 1979
Folder 11: Long Range Interpretive Plan, December 2003
Folder 12: National Historic Site and Landmark Status Files, 1978-1988
Folder 13: National Historic Site Planning, 1978-1982
Folder 14: Press Releases, 1981-2006
Folder 15: Program Evaluations, 1994-2003
Folder 16: Proposed Scope of Sales Report, undated

Folder 17: Publicity, 1984-1997
Folder 18: Resources Management Plan, 1983
Folder 19: Standard Operating Procedures, 1983-2004
Folder 20: Statement for Interpretation and Visitor Services, 1984
Folder 21: Statement for Interpretation and Visitor Services, 1988
Folder 22: Statement for Interpretation and Visitor Services, 1989
Folder 23: Statement for Interpretation and Visitor Services, 1990
Folder 24: Statement for Interpretation and Visitor Services, 1991 [1 of 2]
Folder 25: Statement for Interpretation and Visitor Services, 1991 [2 of 2]
Folder 26: Statement for Interpretation and Visitor Services, 1992 [1 of 2]
Folder 27: Statement for Interpretation and Visitor Services, 1992 [2 of 2]

Box 5

Folder 1: Statement for Interpretation and Visitor Services, 1993
Folder 2: Statement for Management, 1981-1982
Folder 3: "Week in Review" Edgar Allan Poe NHS, 1991
Folder 4: "Week in Review" Edgar Allan Poe NHS, 1992
Folder 5: "Week in Review" Edgar Allan Poe NHS, 1993
Folder 6: "Week in Review" Edgar Allan Poe NHS, 1994
Folder 7: "Week in Review" Edgar Allan Poe NHS, 1995
Folder 8: "Week in Review" Edgar Allan Poe NHS, 1996
Folder 9: "Week in Review" by John von Herbert, October 1, 1995-September 5, 1993

SUB-SUBSERIES 2: Facility Planning and Safety Files, 1978-2004

Folder 10: Boundary Change Drawing, February 1979
Folder 11: Closure and Rehabilitation of Poe House, 2000-2001 [1 of 2]
Folder 12: Closure and Rehabilitation of Poe House, 2000-2001 [2 of 2]
Folder 13: Exhibits Action Plans, 1980-1984
Folder 14: Historic Landscape Restoration Proposal, 2002
Folder 15: HVAC Project 1998-2000
Folder 16: Landscape Plans, 1978-2004
Folder 17: Maintenance Reports, 1981_-2004
Folder 18: Project Manual for 532 N. 7th St. Ramp Construction, 2004
Folder 19: Security Reports and Procedures, 1982-1994
Folder 20: Standard Operating Procedures, 1995-2000

SUB-SUBSERIES 3: Correspondence, 1978-2005

Box 6

Folder 1: Dilonardo, Kathleen: General Correspondence, 1978-1983
Folder 2: Dilonardo, Kathleen: General Correspondence, 1984-1991

Folder 3: Edgar Allan Poe NHS: General Correspondence, 1976-1990
Folder 4: Edgar Allan Poe NHS: General Correspondence, 1991-2005
Folder 5: General Correspondence: Internal, 1993-1996
Folder 6: General Correspondence: Interpretive Folder, 1973-1983
Folder 7: General Correspondence: Publicity, 1989-1992
Folder 8: General Correspondence: Safety and Maintenance, 1981-1993
Folder 9: Smith, Jean L.: General Correspondence, 1992-1994
Folder 10: Stoudt, John: General Correspondence, 1996-1997
Folder 11: Stoudt, John: General Correspondence, 1998
Folder 12: Stoudt, John: General Correspondence, 1999

SERIES II: Program Files, 1981-2010, undated

SUBSERIES A: Children's Programs, 1981-2010, undated

SUB-SUBSERIES 1: Exhibit Files, 1983-1985, undated

Box 7

Folder 1: Bulletin Board Exhibit: Edgar Allan Poe, Editor & Critic, 1983
Folder 2: Bulletin Board Exhibit: Edgar Allan Poe, Realty vs. Fiction, 1983
Folder 3: Bulletin Board Exhibit: 176 Years of Edgar Allan Poe, 1985
Folder 4: Bulletin Board Exhibit: In Hot Pursuit of Edgar Allan Poe, undated

SUB-SUBSERIES 2: Junior Ranger Program, 1982-2010, undated

Folder 5: Junior Ranger Activity and Expense Reports, 1985-1991
Folder 6: Junior Ranger Activity Revision Plan, June 2, 1999
Folder 7: Junior Ranger Booklets, 1996-2002
Folder 8: Junior Ranger "Create A National Park", undated
Folder 9: Junior Ranger Discovery Box Activity, 1992-1993
Folder 10: Junior Ranger General Correspondence, 1985-2004
Folder 11: Junior Ranger Graduation Ceremony, October 28, 1984
Folder 12: Junior Ranger Guides – Final, 2001
Folder 13: Junior Ranger Handouts, undated
Folder 14: Junior Ranger Letters, 1993-1996
Folder 15: Junior Ranger New Program Data Base Files, 1995, undated
Folder 16: Junior Ranger Prizes, undated
Folder 17: Junior Ranger Program Description, 1982-2004
Folder 18: Junior Ranger Program Reports, 1997-1998
Folder 19: Junior Ranger Program Summary, June 20, 2010
Folder 20: Junior Ranger Summer Programs, 1988, 2001
Folder 21: Junior Ranger Teaching Aids, Ages 7-12, 1991, 2000-2001, undated [1 of 2]
Folder 22: Junior Ranger Teaching Aids, Ages 7-12, 1991, 2000-2001, undated [2 of 2]
Folder 23: Junior Ranger Training, 1984-1988

Folder 24: Junior Ranger Traveling Trunk Program, 2000-2002

SUB-SUBSERIES 3: Teaching Aids, 1981-1998, undated

Box 8

- Folder 1: After School Program, 1984-1988
- Folder 2: After School Program, 1990
- Folder 3: "Ceremonial Signings of the Constitution", 1996
- Folder 4: "The Detective", 1991
- Folder 5: Education Program Masters, undated
- Folder 6: Field Trip Packets, undated
- Folder 7: Miscellaneous Activity Sheets, undated
- Folder 8: Off-Site Program Reports, 1993-1996
- Folder 9: Poe House Walking Tour, 1998
- Folder 10: "Poe: How We Know What We Know", 1988
- Folder 11: "Poe in Philadelphia", 1987-1994
- Folder 12: "Poe in Philadelphia", 1998
- Folder 13: "Poe the Great American Writer", undated
- Folder 14: "Poe the Poet", undated
- Folder 15: School Program Evaluations, 1983-1984
- Folder 16: School Program Evaluations, 1988
- Folder 17: School Program Evaluations, 1989
- Folder 18: School Programs for 7th-12th Grades, 1982-1984
- Folder 19: School Program Planning, 1981-1982
- Folder 20: School Program Planning, 1994-1998
- Folder 21: STARS Schools Project, 1994-1995
- Folder 22: "A Teacher's Guide" Brochure, undated
- Folder 23: "Warm Up to Museums", 1986
- Folder 24: "The Year of the Raven", 1994-1995

SUB-SUBSERIES 4: Summer Magazine Club, 1981-1997, undated

Box 9

- Folder 1: Courier Magazine, Volume 33, No. 7, July 1988
- Folder 2: Summer Club Program, 1989
- Folder 3: Summer Club Program, 1990
- Folder 4: Summer Clu_b Program, 1992 (1 of 2)
- Folder 5: Summer Club Program, 1992 (2 of 2)
- Folder 6: Summer Club Program, 1993
- Folder 7: Summer Club Program, 1994

Folder 8: Summer Club Program, 1995
Folder 9: Summer Club Program, 1996
Folder 10: Summer Club Program, 1997
Folder 11: Summer Club Program Data Base Files, 1981-1983, undated
Folder 12: Summer Club Publicity Photos, ca 1983
Folder 13: Summer Club Schedules, 1983-1985
Folder 14: Summer Club Worksheets, undated
Folder 15: "Decent Kids" Magazine, 1983
Folder 16: "Expressions" Magazine, Volume 1, (1985)
Folder 17: "Expressions" Magazine, Volume 2, 1986
Folder 18: "Expressions" Magazine, Volume 3, 1987
Folder 19: "Expressions" Magazine, (Volume 4), 1988
Folder 20: "Kool Kids" Magazine, undated
Folder 21: "The Poe Fun House" Magazine, Volume 1, 1990
Folder 22: "Poe Power" Magazine, undated
Folder 23 "Summer Fun at the Poe House" Magazine, 1989
Folder 24: "Summer Magazine", 1992
Folder 25: "Summer Magazine", 1993
Folder 26: "Summer Magazine", 1994
Folder 27: "Summer Magazine", 1995
Folder 28: "Summer Magazine", 1996
Folder 29: "Wonderful Thoughts" Magazine, 1981
Folder 30: "You're A Creativity Champ" Magazine, 1997

SUBSERIES B: Special Programs, 1980-2004, undated

Box 10

Folder 1: 15th Anniversary Poe Historic Site, 1993
Folder 2: 150th Anniversary of Poe's Death, 1998-1999
Folder 3: "A Celebration of Philadelphia Writers", March 26-27, 1999
Folder 4: "A Fever Called Living", 1985-1987
Folder 5: Black History Month, 1982-1989
Folder 6: "Cats, Rats and A Falling Axe: Why We Love to Be Scared", undated
Folder 7: "The Devil in the Belfry", undated
Folder 8: "Edgar Allan Poe in Philadelphia" Walking Tour, 1996
Folder 9: Film Program, 1981-1982
Folder 10: "Giggles Not Goosebumps", 1985-1986
Folder 11: Group Visit Program Evaluations, 1989
Folder 12: "How We Know What We Know", March 16, 1986
Folder 13: "In The Master's Ghastly Grip" Tour, 1990-1997
Folder 14: "Mystery Month" Tour, July 1987
Folder 15: National Park Week, 1994
Folder 16: National Park Week, 1995
Folder 17: National Park Week, 1996
Folder 18: National Poetry Month, 1997

Folder 19: National Poetry Month, 2004
Folder 20: National Poetry Week, 1985-1987, 1990
Folder 21: Plays and Readings, 1988-2003
Folder 22: Poe's 175th Birthday, 1984
Folder 23: "Poe's Birthday 1985", 1985
Folder 24: "Poe's Birthday 1986", 1986
Folder 25: "Poe's Birthday 1988", 1988
Folder 26: "Poe's Birthday 1990", 1990
Folder 27: "Poe's Birthday", 1992-1996
Folder 28: "Poe's Birthday", undated
Folder 29: Poe Tours, 1995-2004

Box 11

Folder 1: Program Data Base Files, 1980-1983
Folder 2: Program Data Base Files, 1985-1986
Folder 3: Program Data Base Files, 1986-1996
Folder 4: Puppet Festival, 1995
Folder 5: Women's History Week, 1982-1986
Folder 6: Women's Literary Heritage, March 1984

SERIES III: Interpretation Files, 1980-1989, 2002, undated

Box 12

Folder 1: "19th Century Reality in Poe's Fiction", 1988
Folder 2: "The Beginning of the End", 1988
Folder 3: "The Black Cat", 1989
Folder 4: "Do You Know Your Poe?", 1984
Folder 5: "Illustrators of Poe", 1982
Folder 6: "Influences: On & By Poe", undated
Folder 7: Permanent "Changing Exhibits", 1983-1984
Folder 8: "Poe and Poetry", undated
Folder 9: Philadelphia Print Collaborative Poe Exhibit, 2002
Folder 10: "Poe and the Scribbling Women", undated
Folder 11: Poe Exhibit Texts, 1980
Folder 12: Poe's Military Connection, ca. 1985
Folder 13: "The Poetic Principle", 1981
Folder 14: "Sizzling Satire: The Political Poe", undated
Folder 15: "The Transitional Powers of Edgar Allan Poe's Black Characters", 1986

SERIES IV: Research Files, 1938-1959, 1972-2008, undated

SUBSERIES A: House Material, 1949-2008, undated

Box 13

- Folder 1: Astrology Materials Related to Poe Bicentennial, 2007-2008
Folder 2: Bibliographic Material, undated
Folder 3: Clothing Resources, 2001-2002, undated
Folder 4: Commemorative Envelope & Stamp, 1949
Folder 5: Edgar Allan Poe: The Army Years (USMA Library Bulletin) [facsimile],
— undated
Folder 6: Graham's Magazine (photocopies of Poe's "Life in Death"), 1842
Folder 7: Handwritten Poems of Poe, undated
Folder 8: Miscellaneous, 2001-2002, undated
Folder 9: "The Mother of Edgar Allan Poe" Booklet, undated
Folder 10: Newspaper Supplements on Poe House, 1991, 2003
Folder 11: Paint & Wallpaper Research & Proposals, 1983-1987, 2002
Folder 12: Pioneer Magazine, Volume 1, No. 1 [photocopy], January 1843
Folder 13: Photographs, The Raven and Poe's Story, 1976(?)
Folder 14: The Poe Messenger, Volume 11, No. 1, Summer 1981
Folder 15: Poe's Death, 2003
Folder 16: Press Clippings, 1978-2005
Folder 17: Scrapbook Project (1 of 2) undated
Folder 18: Scrapbook Project (2 of 2) undated
Folder 19: Sheet Music from Popular Songs from the 19th Century (photocopies),
undated
Folder 20: The Spectacles, 1938
Folder 21: Yale University Library Bulletin, Volume 33, No. 4, April 1959

SUBSERIES B: Historic Resource Studies, 1978-2005

- Folder 22: "Did Poe Just Say No? A Study into the Drug Reputation of Edgar Allan Poe", 1990
Folder 23: East Poplar Neighborhood Profile, 1978
Folder 24: Historic Structure Report, Historical Data Section: Proposal, April
11, 1980
Folder 25: Historic Structure Report, Historical Data Section: Preliminary
Outline, February 12, 1981
Folder 26: Historic Structure Reports (Poe: The Philadelphia Years): Development,
1980-1983
Folder 27: Historic Structure Report (Poe: The Philadelphia Years): Maps &
Illustrations, circa 1980
Folder 28: Historic Structure Report (Poe: The Philadelphia Years): Final Draft, 1982
Folder 29: Historic Structure Report (Poe: The Philadelphia Years): Review of Draft,
1982-1985
Folder 30: "Imagining Poe: Interpretation at the Edgar Allan Poe Historic Site", June
2005
Folder 31: "There's No Place Like Home" (Exhibit Prospectus), May 11, 1992

SERIES V: Publications, 1980-2008, undated

Box 14

- Folder 1: Edgar Allan Poe National Historic Site Teacher's Handbook (Hard Bound), circa 1999
- Folder 2: Edgar Allan Poe National Historic Site Teacher's Handbook (Soft Bound, with disc), circa 1999
- Folder 3: "The Four Faces of Poe" Teacher's Handbook, circa 1995
- Folder 4: Foreign Language Site Brochures, undated
- Folder 5: Friends of Independence National Historic Park Newsletters, 1981-2008
- Folder 6: National Historic Site Brochures, 1992-1998
- Folder 7: NPS Informational Brochures on Poe, 1992-2006
- Folder 8: Poe Brochure Updates and Reprints, 1994-1995
- Folder 9: Site Brochure Background Files (with disc), 1980

SERIES VI: Photographs and Audiovisual Materials, 1962-2005, undated

SUBSERIES A: Photographs and Slides, 1962-2005, undated

Box 15

- Folder 1: 150th Anniversary of Poe's Death, Philadelphia Museum of Art, October 27, 1999
- Folder 2: Community Open House, June 7, 1997
- Folder 3: "Did Poe Just Say No?" Program, undated
- Folder 4: Display Items on Loan from the Free Library of Philadelphia, November 1993
- Folder 5: EDAL and INDE Staff Photographs, 1993-1996, undated
- Folder 6: EDAL Rangers at the Poe House, Baltimore, November 17, 1992
- Folder 7: Fireplace Studies, 1993
- Folder 8: Halloween, 1997
- Folder 9: Homework Club, undated
- Folder 10: Interior Photographs by Jean Smith, circa 1996
- Folder 11: Junior Ranger Activities, 1992:
- Folder 12: Junior Ranger Awards Ceremony, Spring Garden School, 1993
- Folder 13: Junior Ranger Awards Ceremony, Spring Garden School, 1999
- Folder 14: Junior Ranger Program, Hopewell Furnace Visit, 1999
- Folder 15: Junior Ranger Program, Spring Garden School, Feb-Mar 1993
- Folder 16: Junior Rangers at Fort McHenry, Baltimore, May 9, 1995
- Folder 17: Mural Dedication with Artist Peter Pagost, 1999
- Folder 18: Negatives of John Allan and Edgar Allan Poe Portraits, undated.

Folder 19: "Poe House 1975" donated by A. Calvello on September 15, 1994
Folder 20: Poe House Activities, unidentified and undated
Folder 21: Poe House Exterior with Sign: "Visit the House _Where Poe Wrote the Raven", August 28, 1962
Folder 22: Poe House Historical Images and Studies, 1985, undated
Folder 23: Poe House Interior and Exterior by E. Pierzynski, Photographer, 1977:
Folder 24: Poe House Interiors, undated
Folder 25: Poe House Park Rangers, 1987-2005
Folder 26: Poe House Projects, 1987-1990
Folder 27: Poe House Study by Alvin Holm, 1979-1982
Folder 28: Poe House Study by Richard Hood, 1984
Folder 29: Poe House Tour, 1993
Folder 30: Poe House Tour Brochure Photographs, 1993
Folder 31: Poe Re-enactor, David Keltz, undated
Folder 32: Pollec, Don, WPVI, undated
Folder 33: Portrait of Edgar Allan Poe, Illustrated by Leonard Baskin, 1989
Folder 34: Reconstruction of North Wall, 2000
Folder 35: School Group Tour, undated
Folder 36: Script and Photographs, Poe House Ranger Tour, undated
Folder 37: Site Brochure Working Files Images, 1980
Folder 38: Summer Magazine Club, 1993-1994, undated
Folder 39: Views of Poe House, 1979-1982, undated

SUBSERIES B: Audiovisual Materials, 1988-2005, undated

Box 16

Folder 1: Audiovisual Guides and Lists, 1992
Folder 2: Converting Slide Shows to Video for EDAL and THKO, 1995-2005
Folder 3: VHS: Poems of Poe read by Helen McKenna-Uff, January 18, 1997
Folder 4: CD-ROM: Long Range Interpretive Plan for EDAL, December 2003 and Imagining Poe: Interpretation at EDAL, June 2005
Folder 5: VHS: National Poetry Month, 2004

Box 17

Film 1: Poetry for Fun: Dares and Dreams, undated
Film 2: Edgar Allan Poe: Background for His Work (copy 1), undated
Film 3: Edgar Allan Poe: Background for His Work (copy 2), undated
Film 4: Handel Films: Edgar Allan Poe, "A Fever Called Living," undated

OVERSIZE MATERIALS

1. Blueprint for 530 North 7th Street, undated
2. Project Manual for 532 North 7th Street, undated

3. Boundary Change Drawing, U.S. Department of Interior Site Map, February, 1979
4. Poetry Week Newspaper Supplement, March, 1990
5. East Poplar Neighborhood Site Plans, undated
6. "A Celebration of Philadelphia Writers" Program